

Please note that the following document is prepared as a DRAFT document for the Board of County Commissioner's agenda and is subject to modification.

Any person or firm who is interested in responding to this Request for Proposals may receive the approved final version by contacting:

Leon County Purchasing Divison
2284 Miccosukee Road
Tallahassee, Florida 32308

Telephone: 850.488.6949
Fax: 850.922.4084

REQUEST FOR PROPOSALS
for
CAPITAL AREA FLOOD WARNING NETWORK
Proposal Number BC-10-22-03-64

BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA

RFP Title: Request for Proposals for Capital Area Flood Warning Network
Proposal Number: BC-10-22-03-64
Opening Date: Wednesday, October 22, 2003 at 2:00 PM

I. INTRODUCTION

Leon County requests proposals from qualified firms or individuals to provide materials and labor to establish a real-time rainfall data collection and monitoring network. Leon County (County) and the City of Tallahassee jointly fund a monitoring network in Leon County operated by the Northwest Florida Water Management District (District). It includes 13 rainfall stations and 17 stream stations measuring water level (stage). The County has been awarded a \$260,000 grant to establish a real-time monitoring network, the Capital Area Flood Warning Network (CAFWN) that will include existing and new monitoring stations in the Leon County area. The funding for the project is through a grant from the Florida Department of Community Affairs – Emergency Management Preparedness and Assistance Grants Program.

The project will establish the basic infrastructure for real-time rainfall data collection to facilitate the identification of developing flood conditions, notification for emergency managers and initiation of the appropriate emergency management response. The network will eventually support expansion to a broader gauging network for real-time stream and groundwater conditions to further improve the flood prediction capabilities of local, state, and federal emergency staff. These capabilities are crucial in providing adequate community warning of conditions warranting evacuation as well as flood-affected infrastructure. **The proposed network will initially focus on rainfall gauges to be located in the general areas listed in the Technical Specifications.**

II. GENERAL INSTRUCTIONS:

- A. The response to the proposal should be submitted in a sealed addressed envelope to:

*Proposal Number: BC-10-22-03-64
Purchasing Division
2284 Miccosukee Road
Tallahassee, FL 32308*

- B. An ORIGINAL and five (5) copies of the Response must be furnished on or before the deadline. Responses will be retained as property of the County. **The ORIGINAL of your reply must be clearly marked "Original" on its face and must contain an original, manual signature of an authorized representative of the responding firm or individual,** all other copies may be photocopies.
- C. Any questions concerning the request for proposal process, required submittals, evaluation criteria, proposal schedule, and selection process should be directed to Keith Roberts or Don Tobin at (850) 488-6949; FAX (850) 922-4084; or e-mail at keith@mail.co.leon.fl.us or tobind@mail.co.leon.fl.us. Written inquiries are preferred.
- D. Special Accommodation: Any person requiring a special accommodation at a Pre-Bid Conference or Bid/RFP opening because of a disability should call the Division of Purchasing at (850) 488-6949 at least five (5) workdays prior to the Pre-Bid Conference or Bid/RFP opening. If you are hearing or speech impaired, please contact the Purchasing Division by calling the County Administrator's Office using the Florida Relay Service which can be reached at 1(800) 955-8771 (TDD).
- E. Proposers are expected to carefully examine the scope of services, and evaluation criteria and all general and special conditions of the request for proposals prior to submission. Each Vendor shall examine the RFP documents carefully; and, no later than seven (7) calendar days prior to the date for receipt of proposals, he shall make a written request to the Owner for interpretations or corrections of any ambiguity, inconsistency, or error which he may discover. All interpretations or corrections will be issued as addenda. The County will not be responsible for oral clarifications.

Only those communications which are in writing from the County may be considered as a duly authorized expression on the behalf of the Board. Also, only those communications from firms which are in writing and signed will be recognized by the Board as duly authorized expressions on behalf of proposers.

- F. Your response to the RFP must arrive at the above listed address no later than Wednesday, October 22, 2003 at 2:00 PM to be considered.
- G. Responses to the RFP received prior to the time of opening will be secured unopened. The Purchasing Agent, whose duty it is to open the responses, will decide when the specified time has arrived and no proposals received thereafter will be considered.
- H. The Purchasing Agent will not be responsible for the premature opening of a proposal not properly addressed and identified by Proposal number on the outside of the envelope/package.
- I. It is the Proposers responsibility to assure that the proposal is delivered at the proper time and location. Responses received after the scheduled receipt time will be marked "TOO LATE" and may be returned unopened to the vendor.
- J. The County is not liable for any costs incurred by bidders prior to the issuance of a contract.
- K. Firms responding to this RFP must be available for interviews by County staff and/or the Board of County Commissioners.
- L. The contents of the proposal of the successful firm will become part of the contractual obligations.
- M. Proposal must be typed or printed in ink. All corrections made by the Proposer prior to the opening must be initialed and dated by the Proposer. No changes or corrections will be allowed after proposals are opened.
- N. If you are not submitting a proposal, please return the form attached at the end of the RFP, marked 'No Proposal'.
- O. The County reserves the right to reject any and/or all proposals, in whole or in part, when such rejection is in the best interest of the County. Further, the County reserves the right to withdraw this solicitation at any time prior to final award of contract.
- P. Cancellation: The contract may be terminated by the County without cause by giving a minimum of thirty (30) days written notice of intent to terminate. Contract prices must be maintained until the end of the thirty (30) day period. The County may terminate this agreement at any time as a result of the contractor's failure to perform in accordance with these specifications and applicable contract. The County may retain/withhold payment for nonperformance if deemed appropriate to do so by the County.
- Q. Public Entity Crimes Statement: Respondents must complete and submit the enclosed Public Entity Crimes Statement. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

- R. Certification Regarding Debarment, Suspension, and Other Responsibility Matters: The prospective primary participant must certify to the best of its knowledge and belief, that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency and meet all other such responsibility matters as contained on the attached certification form.

S. Audits, Records, And Records Retention

The Contractor shall agree:

1. To establish and maintain books, records, and documents (including electronic storage media) in accordance with generally accepted accounting procedures and practices, which sufficiently and properly reflect all revenues and expenditures of funds provided by the County under this contract.
2. To retain all client records, financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this contract for a period of five (5) years after termination of the contract, or if an audit has been initiated and audit findings have not been resolved at the end of five (5) years, the records shall be retained until resolution of the audit findings or any litigation which may be based on the terms of this contract.
3. Upon completion or termination of the contract and at the request of the County, the Contractor will cooperate with the County to facilitate the duplication and transfer of any said records or documents during the required retention period as specified in paragraph 1 above.
4. To assure that these records shall be subject at all reasonable times to inspection, review, or audit by Federal, state, or other personnel duly authorized by the County.
5. Persons duly authorized by the County and Federal auditors, pursuant to 45 CFR, Part 92.36(l)(10), shall have full access to and the right to examine any of provider's contract and related records and documents, regardless of the form in which kept, at all reasonable times for as long as records are retained.
6. To include these aforementioned audit and record keeping requirements in all approved subcontracts and assignments.

T. Monitoring

To permit persons duly authorized by the County to inspect any records, papers, documents, facilities, goods, and services of the provider which are relevant to this contract, and interview any clients and employees of the provider to assure the County of satisfactory performance of the terms and conditions of this contract.

Following such evaluation, the County will deliver to the provider a written report of its findings and will include written recommendations with regard to the provider's performance of the terms and conditions of this contract. The provider will correct all noted deficiencies identified by the County within the specified period of time set forth in the recommendations. The provider's failure to correct noted deficiencies may, at the sole and exclusive discretion of the County, result in any one or any combination of the following: (1) the provider being deemed in breach or default of this contract; (2) the withholding of payments to the provider by the County; and (3) the termination of this contract for cause.

U. Local Preference in Purchasing and Contracting

1. In purchasing of, or letting of contracts for procurement of, personal property, materials, contractual services, and construction of improvements to real property or existing structures for which a request for proposals is developed with evaluation criteria, a local preference of not more than five percent (5%) of the total score shall be assigned for a local preference for local businesses. Vendors are directed to the evaluation criteria contained herein to be aware of any local preference points to be assigned for this request for proposals.
2. Local business definition. For purposes of this section, "local business" shall mean a business which:
 - a) Has had a fixed office or distribution point located in and having a street address within Leon County for at least six (6) months immediately prior to the issuance of the request for competitive bids or request for proposals by the County; and
 - b) Holds any business license required by the County, and, if applicable, the City of Tallahassee; and
 - c) Employs at least one (1) full time employee, or two (2) part time employees whose primary residence is in Leon County, or, if the business has no employees, the business shall be at least fifty percent (50%) owned by one or more persons whose primary residence is in Leon County.
3. Certification. Any vendor claiming to be a local business as defined, shall so certify in writing to the Purchasing Division. The certification shall provide all necessary information to meet the requirements of above. The Local Vendor Certification Form is enclosed. The purchasing agent shall not be required to verify the accuracy of any such certifications, and shall have the sole discretion to determine if a vendor meets the definition of a "local business."

V. Addenda To Specifications

If any addenda are issued after the initial specifications are released, the County will post the addenda on the Leon County website at <http://www.co.leon.fl.us/purchasing/>. For those projects with separate plans, blueprints, or other materials that cannot be accessed through the internet, the Purchasing Division will make a good faith effort to ensure that all registered bidders (those vendors who have been registered as receiving a bid package) receive the documents. It is the responsibility of the vendor prior to submission of any proposal to check the above website or contact the Leon County Purchasing Division at (850) 488-6949 to verify any addenda issued. The receipt of all addenda must be acknowledged on the response sheet.

W. Performance Bond

A Performance Bond in the amount of 100% of the estimated project cost shall be supplied by the successful Contractor prior to contract execution. Also, a payment and material bond for the contract amount shall be supplied by the Contractor at the same time.

"Performance and Payment and Material Bonds shall provide that, in the event of non-performance on the part of the Contractor the bond can be presented for honor and acceptance at an authorized representative or institution located in Tallahassee, Florida. The performance bond **must** contain a clause stating the following:

In the event of non-performance on the part of the contractor this performance / payment and

materials bond can be presented for honor and acceptance at _____ (address) _____, which is located in Tallahassee, Florida. "

III. SCOPE OF SERVICES:

The scope of services is contained in Attachment A.

IV. REQUIRED SUBMITTALS:

- A. Firm name or Joint Venture, business address and office location, telephone number.
- B. If a joint venture, list participating firms and outline specific areas of responsibility (including administrative, technical, and financial) of each firm.
- C. Address of the office that is to perform the work.
- D. Federal Identification Tax Number or Social Security Number.
- E. The age of the firm, brief history, and average number of employees over the past five years.
- F. Present size of firm, nature of services offered, and breakdown of staff by discipline.
- G. Provide the total number of professionals in your organization and the estimated number of professionals and working hours of these professionals, to be assigned to this project at peak.
- H. Forms SF-254 & 255 may be submitted to provide the information required in items E, F, & G.
- I. Names and descriptions of major projects for which the firm is presently under contract.
- J. If a joint venture, has this joint venture previously worked together? If yes, what projects? A copy of the joint venture agreement should be provided, if available at this time. If the joint venture agreement is not available at this time, then the selection of the firm will be subject to the County receiving and approving the joint venture agreement, prior to negotiating the contract.
- K. If the respondent is not a joint venture, list outside consultants anticipated to be used on this project. (Attach SF-254 for consultants). When listing consultants, give the respective specialty of the firm.
- L. Give brief resume of key persons to be assigned to the project including but, not limited to:
 - 1) Name & title
 - 2) Job assignment for other projects
 - 3) Percentage of time to be assigned full time
 - 4) How many years with this firm
 - 5) How many years with other firms
 - 6) Experience
 - a) Types of projects
 - b) Size of projects (dollar value and SF of project)
 - c) What was the specific project involvement?
 - 7) Education
 - 8) Active registration
 - 9) Other experience and qualifications that are relevant to this project
 - 10) Note which projects were fast tracked
- M. List the projects which best illustrate the experience of the firm and current staff which is

being assigned to this project. (List no more than 10 projects, nor projects which were completed more than five (5) years ago.)

- 1) Name and location of the project
- 2) The nature of the firm's responsibility on this project
- 3) Project Owner's representative name, address and phone number
- 4) Project user agency's representative name, address and phone number
- 5) Date project was completed or is anticipated to be completed
- 6) Fee for this project
- 7) Project manager and other key professionals involved and specify the role of each

- N. Describe how you would approach the design of the data collection system, identifying the equipment proposed for data transmission and interfacing with the Leon County internet system for data dissemination as described in the Technical Specifications. Describe clearly and concisely the tasks and activities that you will perform. Include a time/task schedule. Develop a chart showing the overall sequence of events and time frame for this project.
- O. Cost Proposal: Provide a detailed cost proposal showing all costs to be associated with the system. Include costs in the following categories: design, acquisition, installation, implementation, maintenance (for future periods also), and any other appropriate categories. Provide as much detail as possible.
- P. Show the organization chart as it relates to the project indicating key personnel and their relationship. It should be understood that it is the intent of Leon County to insist that those indicated as the project team in the RFP response actually execute the project.

Develop a chart of individual staff members to be assigned responsibilities and number of days to be provided for each staff member.

If a joint venture, indicate how the work will be distributed between the joint venture partners.

- Q. Describe how the organizational structure will ensure orderly communications, distribution of information, effective coordination of activities, and accountability.
- R. Describe how the team will implement project control systems for time, budget, and quality for this project.
- S. Provide acknowledgment of Minority Business Enterprise and Equal Employment Policies and level of MBE participation (forms attached).

V. PROPOSED CALENDAR

The following schedule is provided as a courtesy to vendors for planning purposes. However, the County reserves the right to adjust it as necessary throughout the process.

- A) Publication of Public Notice/Begin Mail/Distribution of RFP - September 22, 2003.
- B) Proposals due - October 22, 2003 at 2:00 PM.
- C) Selection of Firm(s) or Individual(s) for Interview - October 29, 2003.
- D) Interviews with first three ranked firms - November 7, 2003.
- E) Selection (Board of County Commissioners Meeting) - November 25, 2003.

VI. SELECTION PROCESS

- A. The County Administrator shall appoint an Evaluation Committee composed of three to five members who will review all proposals received on time, and select one or more firms for interview based on the responses of each proposer. All meetings of Evaluation Committees subsequent to the opening of the solicitation shall be public meetings. Notice of all meetings shall be posted in the Purchasing Division Offices no less than 72 hours (excluding weekends and holidays) and all respondents to the solicitation shall be notified by facsimile or telephone.
- B. The Evaluation Committee will recommend to the Board of County Commissioners (BCC), in order of preference (ranking), up to three (3) firms deemed to be most highly qualified to perform the requested services.
- C. The BCC will negotiate with the most qualified firm (first ranked firm) for the proposed services at compensation which the BCC determines is fair, competitive, and reasonable for said services.
- D. Should the BCC be unable to negotiate a satisfactory contract with the firm considered to be fair, competitive and reasonable, negotiations with that firm shall be formally terminated. The County shall then undertake negotiations with the second most qualified firm. Failing accord with the second most qualified firm the Board shall terminate negotiations. The BCC representative shall then undertake negotiations with the third most qualified firm.
- E. Should the County be unable to negotiate a satisfactory contract with any of the selected firms, the Board representative shall select additional firms to continue negotiations.
- F. Evaluation Criteria: Proposals will be evaluated and ranked on the basis of the following considerations:
 1. Past Performance
 - a) Quality & Completeness of the design/construction . . . 10
 - b) Meets:
 - 1) budget 5
 - 2) schedule 5
 2. Qualifications of staff 10
 3. Technical competence
 - a) In-house Staff 10
 - b) Consultants 5
 4. Current Workload of Firm 5
 5. General Experience of:
 - a) Staff assigned to project 5
 - b) Firm 5
 - c) Consultants 5
 6. Staff Experience in Design of Similar Projects 10
 7. Project Approach and Quality of Response to RFP 10
 8. References 5
 9. Minority Business Enterprise Participation 10
 10. Local Preference 5
 11. Volume of BCC Work 5

Total 100
- F. The volume of BCC work criteria shall be based upon the dollar value of payments made by Leon County to each contractor for the prior two year period. Points shall be assigned based on the volume levels in the following chart:

Dollar Volume	Points
\$0 - \$50,000	5
\$50,001 - \$100,000	4
\$100,001 - \$200,000	3
\$200,001 - \$300,000	2
\$ 300,001 - \$600,000	1
More than \$600,000	0

VII. INDEMNIFICATIONS:

The Contractor agrees to indemnify and hold harmless the County from all claims, damages, liabilities, or suits of any nature whatsoever arising out of, because of, or due to the breach of this agreement by the Contractor, its delegates, agents or employees, or due to any act or occurrence of omission or commission of the Contractor, including but not limited to costs and a reasonable attorney's fee. The County may, at its sole option, defend itself or allow the Contractor to provide the defense. The Contractor acknowledges that ten dollars (\$10.00) of the amount paid to the Contractor is sufficient consideration for the Contractor's indemnification of the County.

The Firm shall be liable to the County for any reasonable costs incurred by it to correct, modify, or redesign any portion of the project previously reviewed by the Firm that is found to be defective or not in accordance with the Contract Document and provisions of this agreement as a result of negligent act, error or omission on the part of the Firm, its agents, servants, or employees. The Firm shall be given a reasonable opportunity to correct any deficiencies.

VIII. MINORITY/WOMEN BUSINESS ENTERPRISE AND EQUAL OPPORTUNITY POLICIES

A. Minority/Women Business Enterprise Requirements

Firms responding to this RFP are hereby made aware of the County's goals for M/WBE utilization. Respondents should contact Agatha Muse-Salters, Leon County M/WBE Director, at phone (850) 488-7509; fax (850) 487-0928 for additional information.

As a part of the selection process for this project, the ranking procedure will provide a maximum of ten (10) percent of the total score where MBE's are used as follows:

<u>MBE Participation Level</u>	<u>Points</u>
_____ The respondent is certified as a Minority/Woman Business Firm with Leon County, as defined in the County's M/WBE policy.	10
_____ The respondent is a joint venture of two or more firms/individuals with a minimum participation in the joint venture of at least 20% by certified minority/women business firms/individuals.	8
_____ The respondent has certified that a minimum of 15.5% of the ultimate fee will be subcontracted to certified M/WBE Firm(s), and has identified in the proposal the M/WBE Firm(s) that it intends to use.	6

B. Equal Opportunity/Affirmative Action Requirements

The contractors and all subcontractors shall agree to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national region, sex, age, handicap, marital status, and political affiliation or belief.

For federally funded projects, in addition to the above, the contractor shall agree to comply with Executive Order 11246, as amended, and to comply with specific affirmative action obligations contained therein.

In addition to completing the Equal Opportunity Statement, the Respondent shall include a copy of any affirmative action or equal opportunity policies in effect at the time of submission.

IX. INSURANCE

Bidders' attention is directed to the insurance requirements below. Bidders should confer with their respective insurance carriers or brokers to determine in advance of bid submission the availability of insurance certificates and endorsements as prescribed and provided herein. If an apparent low bidder fails to comply strictly with the insurance requirements, that bidder may be disqualified from award of the contract.

Contractor shall procure and maintain for the duration of the contract, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees, or subcontractors. The cost of such insurance shall be included in the Contractor's bid.

1. Minimum Limits of Insurance. Contractor shall maintain limits no less than:

- a. General Liability: \$1,000,000 Combined Single Limit for bodily injury and property damage per occurrence with a \$2,000,000 annual aggregate. Completed operations coverage will be provided for a period of three (3) years beyond termination and/or completion of the project. Coverage must include bodily injury and property damage, including Premise/Operations; a per location aggregate, Broad Form Contractual liability; Broad Form Property Damage; Fire Legal liability; Independent Contractors coverage; Cross Liability & Severability of Interest Clauses; and Personal Injury (deleting employee and contractual exclusions), and coverage for explosion, collapse, and underground (X,C,U).
- b. Automobile Liability: One Million and 00/100 (\$1,000,000.00) Dollars combined single limit per accident for bodily injury and property damage. **(Non-owned, Hired Car).**
- c. Workers' Compensation Employers Liability: Insurance covering all employees meeting Statutory Limits in compliance with the applicable state and federal laws and Employer's Liability with a limit of \$500,000 per accident, \$500,000 disease policy limit, \$500,000 disease each employee. **Waiver of Subrogation in lieu of Additional Insured will suffice.**
- d. Professional Liability Insurance, including errors and omissions: for all services provided under the terms of this agreement with minimum limits of One Million and 00/100 (\$1,000,000.00) Dollars per occurrence; or claims made form with "tail coverage" extending four (4) years beyond the term of the agreement. Proof of "tail coverage" must be submitted with the invoice for final payment. In lieu of "tail coverage", Contractor may submit annually to the County a current Certificate of Insurance proving claims made insurance remains in force throughout the same four (4)-year period.

- e. Umbrella: \$5,000,000 combined single limit for bodily injury and property damage combined per occurrence and annual aggregate. The coverage shall provide excess coverage for employer's liability, general liability, including completed operations and auto liability.
 - f. Installation Floater: In the amount of the estimated cost of materials necessary to complete the contract. Should include temporary location, job site, and in transit coverage.
 - g. Mobile Equipment (Contractors Equipment) coverage should be in place while job is in process. Equipment should be covered whether owned, leased, borrowed, or rented by contractor or by employees of the contractor.
2. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the County. At the option of the County, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the County, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration, and defense expenses.

3. Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

- a. General Liability and Automobile Liability Coverages (**County is to be named as Additional Insured**).
 - 1. The County, its officers, officials, employees and volunteers are to be covered as additional insureds as respects; liability arising out of activities performed by or on behalf of the Contractor, including the insured's general supervision of the Contractor; products and completed operations of the Contractor; premises owned, occupied or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protections afforded the County, its officers, officials, employees or volunteers.
 - 2. The Contractor's insurance coverage shall be primary insurance as respects the County, its officers, officials, employees and volunteers. Any insurance of self-insurance maintained by the County, its officers, officials, employees or volunteers shall be excess of the Contractor's insurance and shall not contribute with it. Contractor hereby waives subrogation rights for loss or damage against the county.
 - 3. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the county, its officers, officials, employees or volunteers.
 - 4. The Contractor's insurance shall apply separately to each insured against whom claims is made or suit is brought, except with respect to the limits of the insurer's liability.
 - 5. Companies issuing the insurance policy, or policies, shall have no recourse against the County for payment of premiums or assessments for any deductibles with are all at the sole responsibility and risk of Contractor.

b. All Coverages

Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the County.

4. Acceptability of Insurers

Insurance is to be placed with insurers with a Best's rating of no less than A:VII.

5. Verification of Coverage

Contractor shall furnish the County with certificates of insurance and with original endorsements effecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements are to be received and approved by the County before work commences. The County reserves the right to require complete, certified copies of all required insurance policies at any time.

6. Subcontractors

Contractors shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

X. ETHICAL BUSINESS PRACTICES

- A. Gratuities. It shall be unethical for any person to offer, give, or agree to give any County employee, or for any County employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, or preparation of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or performing in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, subcontract, or to any solicitation or proposal therefor.
- B. Kickbacks. It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.
- C. The Board reserves the right to deny award or immediately suspend any contract resulting from this proposal pending final determination of charges of unethical business practices. At its sole discretion, the Board may deny award or cancel the contract if it determines that unethical business practices were involved.

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Proposal Number: BC-10-22-03-64
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STATEMENT OF NO BID

We, the undersigned, have declined to respond to the above referenced RFP for the following reasons:

- _____ We do not offer this service
- _____ Our schedule would not permit us to perform.
- _____ Unable to meet specifications
- _____ Others (Please Explain)

We understand that if the no-bid letter is not executed and returned, our name may be deleted from the list of qualified bidders for Leon County.

Company Name _____
Signature _____
Name (Print/Type) _____
Telephone No. _____
FAX No. _____

**SWORN STATEMENT UNDER SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

**THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR
OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.**

1. This sworn statement is submitted to Leon County Board of County Commissioners
by _____
[print individual's name and title]
for _____
[print name of entity submitting sworn statement]
whose business address is: _____

and (if applicable) its Federal Employer Identification Number (FEIN) is _____
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____).
2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - a. A predecessor or successor of a person convicted of a public entity crime: or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact

business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity. 16-28

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. [Indicate which statement applies.]

- _____ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- _____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- _____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However there has been a subsequent proceeding before a hearing a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. [Attach a copy of the final order.]

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

(signature)

Sworn to and subscribed before me this _____ day of _____, 20____.

Personally known _____ OR Produced identification _____
(Type of identification)

NOTARY PUBLIC

Notary Public - State of _____

My commission expires: _____

Printed, typed, or stamped commissioned name of notary public

MINORITY/WOMEN BUSINESS ENTERPRISE PARTICIPATION PLAN

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RESPONDENT _____

<u>MBE Participation Levels</u>	<u>Points</u>
_____ The respondent is certified as a Minority/Woman Business Firm with Leon County, as defined in the County's M/WBE policy.	10
_____ The respondent is a joint venture of two or more firms/individuals with a minimum participation in the joint venture of at least 20% by certified minority/women business firms/individuals.	8
_____ The respondent has certified that a minimum of 15.5% of the ultimate fee will be subcontracted to certified M/WBE Firm(s), and has identified in the proposal the M/WBE Firm(s) that it intends to use.	6

M/WBE firms and subcontractors must be certified by the City of Tallahassee or Leon County to qualify for M/WBE participation credit. Please provide the following information for each M/WBE. Please indicate minority groups by using the corresponding letters: African American (B), Asian American (A), Hispanic American (H), Native American (N) and Non Minority Female (F). **You must submit proof of certification with your proposal.** Attach additional sheets as necessary.

<u>Name, Address, and Phone</u>	<u>Materials/Services</u>	<u>Amount</u>	<u>Group</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Total Value of M/WBE Participation: \$ _____
 Total Project Base Bid: \$ _____
 M/WBE Participation as % of Total Base Bid: _____%

The vendor acknowledges the Leon County M/WBE policy and the provisions specified for this RFP. If applicable, vendor certifies that the above list of minority vendors and the respective contract amounts and percentages of the total bid are accurate.

Signed: _____ Title: _____ Date: _____

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT

1. The contractors and all subcontractors hereby agree to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national region, sex, age, handicap, marital status, and political affiliation or belief.
2. The contractor agrees to comply with Executive Order 11246, as amended, and to comply with specific affirmative action obligations contained therein.

Signed: _____
Title: _____
Firm: _____
Address: _____

RFP Title: Request for Proposals for Capital Area Flood Warning Network
Proposal Number: BC-10-22-03-64
Opening Date: Wednesday, October 22, 2003 at 2:00 PM

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**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
And OTHER RESPONSIBILITY MATTERS
PRIMARY COVERED TRANSACTIONS**

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b) Have not within a three-year period preceding this been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of these offenses enumerated in paragraph (1)(b) of this certification; and
 - d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
3. No subcontract will be issued for this project to any party which is debarred or suspended from eligibility to receive federally funded contracts.

Signature

Title

Contractor/Firm

Address

LOCAL VENDOR CERTIFICATION

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The undersigned, as a duly authorized representative of the vendor listed herein, certifies to the best of his/her knowledge and belief, that the vendor meets the definition of a "Local Business." For purposes of this section, "local business" shall mean a business which:

- a) Has had a fixed office or distribution point located in and having a street address within Leon County for at least six (6) months immediately prior to the issuance of the request for competitive bids or request for proposals by the County; and
- b) Holds any business license required by the County, and, if applicable, the City of Tallahassee (please attach copies); and
- c) Employs at least one (1) full time employee, or two (2) part time employees whose primary residence is in Leon County, or, if the business has no employees, the business shall be at least fifty percent (50%) owned by one or more persons whose primary residence is in Leon County.

Please complete the following in support of the self-certification and submit copies of your County and City business licenses. Failure to provide the information requested will result in denial of certification as a local business.

Business Name:		Phone:
Current Local Address:		Fax:
If the above address has been for less than six months, please provide the prior address.		
Length of time at this address		
Number of Employees and hours worked per week by each:		
Name and Address of Owner(s) who reside in Leon County and who in total own at least 50% or more of the business. Attach additional sheets as necessary.		Percentage of Ownership
1.		
2.		

Signature of Authorized Representative

Date

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____.

By _____, of _____,
(Name of officer or agent, title of officer or agent) (Name of corporation acknowledging)

a _____ corporation, on behalf of the corporation. He/she is personally known to me
(State or place of incorporation)

or has produced _____ as identification.
(type of identification)

Signature of Notary

**Return Completed form with
supporting documents to:**

**Leon County Purchasing Division
2284 Miccosukee Road
Tallahassee, Florida 32308**

Print, Type or Stamp Name of Notary

Title or Rank

Serial Number, If Any

Capital Area Flood Warning Network

Project Description

Leon County (County) and the City of Tallahassee jointly fund a monitoring network in Leon County operated by the Northwest Florida Water Management District (District). The County has been awarded a grant to establish a real-time monitoring network, the Capital Area Flood Warning Network (CAFWN), which will include existing and new monitoring stations in the Leon County area. The funding for the project is through a grant from the Florida Department of Community Affairs – Emergency Management Preparedness and Assistance Grants Program.

The project will establish the basic infrastructure for real-time rainfall data collection to facilitate the identification of developing flood conditions, notification for emergency managers and initiation of the appropriate emergency management response. The network will eventually support expansion to a broader gaging network for real-time stream and groundwater conditions to further improve the flood prediction capabilities of local, state, and federal emergency staff. These capabilities are crucial in providing adequate community warning of conditions warranting evacuation as well as flood-affected infrastructure.

The existing monitoring network was originally designed to provide data for a stormwater management study conducted by the District for the County and City. The study focused primarily on the major urban basins in the county and the locations of the monitoring stations do not provide adequate coverage of the outlying areas of the county for flood warning purposes. One of the goals of the CAFWN project is to expand the monitoring network to areas that do not currently have rain or stream gages.

The data transfer system will be designed to allow two-way communication between gaging sites and the central stations. The data display will be designed to accommodate separate public access to general data and remote, password-protected access by technical staff to the full data set through the Leon County Internet site.

Monitoring Network Design

The CAFWN real-time monitoring stations will have automated telemetry capability and will transmit data automatically to two centrally located base stations. The base stations will be located at the Leon County Courthouse and the National Weather Service (NWS) office on the Florida State University campus. All existing gage stations to be included in the real-time monitoring network shall be upgraded with new equipment to be provided by the vendor. A list of the station locations for the CAFWN is provided in Attachment 1.

The first 24 stations on the station list are to be included in the vendor proposals for the real-time monitoring network. Additional stations on the list may be included in the real-time network if funding is available. Stations will be added in sequential order starting with Station 25 on the list and include as many sites as possible with the available funding. The proposals should include a separate cost for including additional stations as an individual cost for each station.

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Of the 24 stations to be included in the real-time network, thirteen of the stations are existing sites (site numbers 601- 634) and eleven of the stations will be new monitoring locations. The existing monitoring stations have station platforms and metal enclosures that can be utilized by the vendor when upgrading the stations to real time sites. The data recorder, sensors and batteries at the existing stations will require replacement by the vendor. The vendor can choose what part of the existing station infrastructures to use, but is not required to use any.

The vendor shall include the cost for the labor, materials and overhead for complete installation of the real-time monitoring stations and telemetry system. This will include new data recorders, new rainfall and/or stage sensors, telemetry equipment, power supplies, enclosures and other equipment and supplies specified in the Technical Specifications. The vendor will be responsible for the providing all construction materials and supplies required for the project. The NFWFMD will provide staff to assist with location and construction of the monitoring stations at no cost to the successful vendor.

Vendors shall propose a method to provide full access to the data through the Internet in a secure manner to technical staff at remote sites. Access for the general public will be for a limited summary of the data in a standard display format. Leon County retains the right to provide display services in-house at the sole discretion of the County.

TECHNICAL SPECIFICATIONS

Remote Monitoring Station Data Recorder

Architecture and Memory

Each remote monitoring station included in the real-time network shall have a computerized data recorder with microprocessor architecture on printed circuit boards. The data recorders will have non-volatile flash memory (EEPROM) capable of retaining recorded data in memory in the event of a loss of power to the data logger or other operational problems causing recorder failure. The data will be stored in memory in circular FIFO (first in first out) process with the oldest data written over as memory is filled. The memory will be of sufficient size to store a minimum of 60 days of data for all possible time intervals for a rainfall sensor, water level sensor, temperature sensor, wind direction sensor, wind speed sensor and battery voltage (with date and time tags). Time intervals are described in the paragraph labeled "Operations Characteristics". The recorders will be housed in sealed NEMA-4 enclosures that are desiccated to remove moisture; moisture indicator cards shall be provided inside the enclosures. The stations will be visited monthly by NFWFMD to perform maintenance and replace desiccate as needed.

Connectors and Programming

All connections to the data recorders will be plug type captive connectors or screw type mechanical connections that require manual release for removal. The data recorders shall be able to be programmed and have data retrieved in the field by a laptop computer and with a serial port connection; at least three serial cables required for programming and data retrieval will be provided. The software for programming the data recorders and retrieving

the data will be provided. The data recorders provided for each monitoring station will be identical and shall have the capability of being programmed to assign individual station identifications for each site.

Operational Characteristics

The data recorders will be remotely deployed in the field and shall be powered by a 12 volt re-chargeable sealed lead acid battery. The data recorders shall have analog and digital input capability and switch closure input for a tipping bucket rain gage. The recorder shall have the capability to acquire process and store data from numerous types of sensors including: pressure transducer sensors, switch type tipping bucket rain gages, thermistor type temperature sensors, wind direction and speed sensors. It shall also be able to record the power supply battery voltage.

The intervals that the data are stored in the data recorders shall be programmable and user selectable and include at a minimum 5 min, 10 minute, 15 minute, 30 minute, 60 minute, 12 hour and 24 hour data recording intervals. The battery voltage recording interval can be programmable or at a fixed interval but it shall be reportable at least every 24 hours. Data will be stored internally in the data recorder and retrievable via lap top computer in comma delimited text format and include the date, time and value for each sensor. The data can be retrievable in a binary format, but a program must be provided to convert the data files to comma delimited text files.

The data recorders shall be connected to a real-time transmitter that will transmit data from each remote monitoring station to two locations, one at the Leon County Courthouse and one located at the NWS office on the Florida State University campus. The data recorder and transmitter must be capable of transmitting data on a user specified fixed time interval such as 15 minutes or on an event type basis.

The base station shall be capable of providing daily automatic clock updates to the data recorder program at all remote sites.

The data recorders shall have programmable output capability for controlling pumps, gates and other control devices. It shall have digital and 12 volt switched output capability.

Operational Requirements for Data Recorders

- Power requirements: 12 v battery power supply for primary power source
- Operational Temperature range: -20 to 50 deg C
- Analog Inputs: Minimum 2 differential and 2 single ended inputs
- Digital Inputs: Minimum 2 digital input ports
- Switch Closure Input: Switch closure input for standard tipping bucket
- Real Time Clock Accuracy: 1 minute per month maximum

Real Time Network Telemetry

All monitoring stations included in the real-time network will have two-way telemetry communications. The communication capabilities for the monitoring network will be similar to the functionality of ALERT networks with the addition of two-way communication capability. The two-way real time telemetry shall be capable of

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transmitting data automatically from each monitoring station at time intervals specified by the County. The system shall have the capability of transmitting data from each station on five minute interval.

In addition, the base station shall have the ability to communicate with a remote station to retrieve data for a specified period and to interrogate the remote station to determine if a problem exists. The telemetry system shall have the capability to add command and control functions in the future so that commands can be sent from a base station to control gates, pumps and other devices in the field.

The telemetry communications shall have sufficient strength to transmit data during heavy rainfall events (10-inch per hour rain rates) such as can occur for brief intervals with tropical storms or other local thunderstorms when the data is critically needed by managers and operations staff. A radio path survey or similar communications survey will be required to insure reliable communications for the real-time network. The vendor shall demonstrate that the telemetry method they propose has a proven track record for reliability and performance and has been used successfully on similar projects.

The costs for the telemetry communications shall be provided by the vendor. These costs shall include completion of the integrated system to operational status and costs for a radio path survey or similar communication survey. All license fees shall be included for the first year of operation for the entire monitoring network including all remote stations and base stations. Cost estimates for license fees for second year shall be provided. The vendor will be responsible for completing, submitting and obtaining approval for any FCC licenses or other licenses or permits required for the real-time communications network and include these costs in their proposal.

Remote Station Installations

Monitoring stations will be located in remote isolated areas and each station shall have a metal shelter box to protect the data recorders, transmitters, batteries and other equipment from vandalism to the extent possible. The shelter will have a hasp or similar mechanism that will allow the shelter to be secured with a standard padlock. The station installations shall be built or located in such a way to prevent inundation by flood water. The County or NFWFMD will provide guidance for locating the stations. All equipment and materials for the construction and installation of the monitoring stations shall be provided by the vendor. All field deployed equipment installed by the vendor including the shelters, transmitters, antennas, tipping bucket rain gages, solar panels, and cables will be mounted and secured to survive a wind of 100 mph intensity.

All data recorders, transmitters and other sensors or equipment susceptible to lightning damage will have lightning protection. The lightning protection will have a direct earth ground connection to dissipate the energy from lightning strikes.

Tipping Bucket Rain Gages

New tipping bucket rain gages shall be provided by the vendor for rainfall stations included in the real-time monitoring network. The rain gages shall be Hydrologic Services Pty. Ltd. TB3 or TB4 tipping bucket rain gages or equivalent rain gages. They shall be

designed for operation in remote unattended locations. They shall meet or exceed the specifications listed below.

Tipping Bucket Rain Gage Specifications

Funnel:	7.87" (200mm) – 8.00" (203mm) Diameter,
Outer Enclosure:	Powder coated aluminum construction
Measurement Range:	0 to 27.6 inches/hr
Accuracy:	±2% @ 19.7 in/hr or better
Resolution:	0.01"
Measurement Units:	Inches
Contact:	Dual Reed Switch
Temperature Range:	0 – 70° C
Siphon:	Siphon mechanism to minimize error
Level:	Bulls eye level on base
Base:	Die cast aluminum
Contact Time:	0.1 seconds
Filter:	Stainless steel sieve filter designed to resist blockage
Insect Covers:	Stainless steel mesh on all openings

Pressure Transducers Stage Sensors

The vendor will provide new submersible pressure transducers for stage stations included in the real-time network. The pressure transducers shall have a waterproof vented cable to provide atmospheric level compensation. The vented cable must be desiccated at the termination in the recorder shelter. The pressures transducers shall be 10 psi range, 4-20mA VDC type transducers with stainless steel, titanium or similar durable non-corrosive housing. Each transducer shall have a minimum of 50 feet of waterproof, submersible, vented cable. The sensors will have lightning surge protection. Strain gage pressure transducers are acceptable if the signal can be processed by the data recorder and they meet the operational and technical specifications.

The transducer cables will be housed in UV resistant electrical conduit that will be buried or anchored to the banks of the streams to prevent damage during high flow conditions. The transducer housings will be protected in a PVC protective housing. The NFWFMD will assist with the location and installation of the pressure transducers. The pressure transducers shall meet or exceed the specifications listed below.

Pressure Transducer Specifications

Pressure Range:	10 psi, 0'-20' range
Cable:	50' vented polyurethane jacketed, shielded cable
Power Supply:	12 VDC
Accuracy:	±0.1 % Full scale
Output Signal:	4 – 20 mA
Dimensions:	1.5" outside diameter max.
Operational Temperature Range:	-20 – 60° C

Power Supply

A 12 volt re-chargeable sealed lead acid battery with a minimum 8 amp hr capacity will be supplied for each remote monitoring station. A solar panel will be provided with sufficient size to maintain the operational battery voltage on a continuous basis for the data recorder, transmitter and all equipment and sensors at each station. A voltage regulator will be provided for each solar panel to prevent overcharging of the battery and discharge from the battery back to the solar panel. The solar panel will be mounted and positioned so it will not interfere with the operation of the tipping bucket rain gage or transmitter or any other equipment at the remote stations. All connectors, cables and parts required for the power supply will be provided. Similar 12 volt power supplies and solar panels will be provided for any field deployed telemetry equipment such as repeaters.

Replacement Equipment

A minimum of two pieces of spare equipment will be provided for field deployed equipment. This will allow for the rapid replacement of damaged or defective equipment in the event of a failure. This shall include data recorders, antennas, cables, transmitters and any other field deployed operational equipment in the real-time monitoring network. Only one spare set of repeater hardware will be required if repeater stations are used in the network. Replacement tipping bucket rain gages and pressure transducers shall not be required.

System Integration and Training

The selected vendor must provide total system integration, including, but not limited to: installation of the remote monitoring stations and associated equipment, installation of telemetry system equipment, programming and operational testing of all equipment and systems. Training will be provided for customer's field technicians in system familiarization, system integration procedures, troubleshooting, maintenance procedures and data downloading. The selected vendor shall provide onsite technical assistance at the County's request for twelve (12) months after the official system acceptance at no additional cost to the County. Vendor shall warrant that all equipment and installation work are free from any defects in material and workmanship under normal use and service for a period of one year from the date of official system acceptance. This includes replacing or repairing any products determined by the County to be defective at no cost to the County.

Onsite training for the operation and maintenance of the Base Station and Display Software shall be provided for a minimum of four (4) persons. This training shall cover, at a minimum: System operation, data archiving and retrieval methods, data file formatting and copying, "additional new" station activation, alarm limit functions, graphical interface parameters and trouble shooting procedures. The selected software provider shall provide telephone "Help" support for twelve (12) months after the official system acceptance at no cost to the County.

Manuals shall be provided for all system components in two printed, bound and indexed copies and one electronic copy in a common Acrobat Read PDF, Word for Windows or WordPerfect format.

Warranty

All equipment and supplies provided by the vendor will have a minimum one year warranty against defects in materials, workmanship and operational performance under normal use. The warranty period will start from the date when the equipment has been installed, tested and made operational by the vendor and has been accepted and approved by the County. Equipment determined by the County to be defective will be replaced by the vendor at no cost to the County.

Capital Area Flood Warning Network Stations

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Station Type	Site Number		Deg	Min	Sec	Deg	Min	Sec	Latitude	Longitude	Drainage Basin
1 Rain	601	Capital Circle Landfill	30	23	0	84	18	46	30.383333	84.312778	Munson
2 Rain	602	Herron Steel	30	26	18	84	24	40	30.438333	84.411111	Munson
3 Rain	605	Christian Heritage	30	30	19	84	19	51	30.505278	84.330833	Jackson
4 Rain	606	Lake Jackson Project	30	29	0	84	17	57	30.483333	84.299167	Jackson
5 Rain	610	Tuck Site	30	33	33	84	9	0	30.559167	84.150000	Lafayette
6 Rain	613	City Well	30	29	4	84	11	44	30.484444	84.195556	Lafayette
7 Rain	616	US 27 Landfill	30	25	12	84	8	42	30.420000	84.145000	Lafayette
8 Stage/Rain	618	Lake Kanturk Outfall	30	31	38	84	11	30	30.527222	84.191667	Lafayette
9 Rain	623	San Luis Mission City Park	30	27	31	84	19	16	30.458611	84.321111	Munson
10 Rain	626	Chowkeebin Nene near Magnolia Dr	30	25	49	84	15	29	30.430278	84.258056	Munson
11 Rain	628	Wembley Way near I-10 & Cap. Cir. NE	30	29	35	84	14	21	30.493056	84.239167	Lafayette
12 Rain	631	Forest Meadows City Park	30	32	5	84	16	42	30.534722	84.278333	Jackson
13 Rain	634	River Sink Water Tower	30	16	38	84	21	22	30.277222	84.356111	
14 Rain	801	Lake Talquin Dam	30	23	11	84	39	1	30.386389	84.650278	Ochlockonee
15 Rain	802	SR 20 near Vause Landing	30	26	13	84	31	15	30.436944	84.520833	Ochlockonee
16 Rain	803	US Forest Service Work Center-Bloxham	30	18	30	84	25	43	30.308333	84.428611	National Forest
17 Rain	804	Old Plank Rd. at Natural Bridge Rd.	30	17	14	84	9	35	30.287222	84.159722	St. Marks
18 Rain	805	Emergency Operations Center	30	23	0	84	14	2	30.383333	84.233889	Munson
19 Stage/Rain	806	Black Creek @ Wadesboro Rd.	30	30	4	84	4	51	30.501111	84.080833	Bird Sink
20 Stage/Rain	807	Panther Crk nr CR 142	30	33	52	84	0	58	30.564444	84.016111	Lake Miccosukee
21 Stage/Rain	808	Foshalee Slough	30	38	59	84	10	8	30.649722	84.168889	Iamonia
22 Rain	809	Ochlockonee River @ US 27	30	33	14	84	23	3	30.553889	84.384167	Ochlockonee
23 Stage/Rain	810	Lake Iamonia Outfall @ Meridain Rd.	30	37	22	84	17	35	30.622778	84.293056	Ochlockonee
24 Stage	555	Ames Sink	30	19	9	84	17	55	30.319167	84.298611	Munson
25 Stage	3	Munson Slough @ Capital Cir. South	30	23	14	84	18	49	30.387222	84.313611	Munson
26 Stage	4	Bradford Brook @ Aemon Church Road	30	25	20	84	22	39	30.422222	84.377500	Munson
27 Stage	6	West Drainage Ditch @ US 90 (W. Tenn)	30	27	18	84	20	32	30.455000	84.342222	Munson
28 Stage	39	Lake Bradford Outfall	30	24	33	84	20	8	30.409167	84.335556	Munson
29 Stage	22	St. Augustine Branch @ Wahnish Way	30	25	55	84	17	24	30.431944	84.290000	Munson
30 Stage	70	Gum Creek below Capital Circle SW	30	26	30	84	21	5	30.441667	84.351389	Munson
31 Stage	128	East Drainage Ditch @ Adams St	30	24	52	84	17	0	30.414444	84.283333	Munson
32 Stage	19	Central Drainage Ditch @ Orange Av	30	24	48	84	18	18	30.413333	84.305000	Munson
33 Stage	20	West Drainage Ditch @ Robert Av	30	25	46	84	19	46	30.429444	84.329444	Munson
34 Stage	35	Lake Lafayette Outfall @ Chaires Cr. Rd	30	25	54	84	7	6	30.431667	84.118333	Lafayette
35 Stage	33	NE Drainage Ditch @ Miccosukee Rd.	30	27	52	84	14	23	30.464444	84.239722	Lafayette
36 Stage	15	Alford Arm Tributary @ Buck Lake Rd	30	27	47	84	10	15	30.463056	84.170833	Lafayette
37 Stage	72	Northeast Drainage Ditch @ Mahan Drive	30	27	29	84	13	54	30.458056	84.231667	Lafayette
38 Stage	73	NE Drainage Ditch @ Cap.Cir & Cntrl Rd	30	28	42	84	14	12	30.478333	84.236667	Lafayette
39 Stage	100	Park Av Ditch near Violet & Lupine	30	27	4	84	14	0	30.451111	84.233333	Lafayette
40 Stage	10	Fords Arm Tributary @ Meridian Rd	30	30	0	84	16	41	30.500000	84.278056	Jackson
41 Stage	14	Alford Arm Tributary @ Miccosukee Rd	30	29	50	84	10	16	30.497222	84.171111	Lafayette
42 Stage	64	Lake Jackson Facility Retention Pond	30	29	0	84	17	57	30.483333	84.299167	Jackson
43 Stage	74	Gum Swamp Outfall	30	26	41	84	21	13	30.444722	84.353611	Munson

City Rainfall Stations

Station Type	Site #		Deg	Min	Sec	Deg	Min	Sec	Latitude	Longitude
Rain	101	City Hall	30	26.404		84	16.858		30.440067	84.280967
Rain	102	Senior Center	30	27.504		84	16.858		30.458400	84.280967
Rain	103	Streets & Drainage	30	26.177		84	19.728		30.436283	84.328800
Rain	104	Hilaman Golf Course	30	25.167		84	14.885		30.419450	84.248083
Rain	105	Gaither Golf Course	30	24.281		84	17.822		30.404683	84.297033